

National FFA Organization

Premiere Leadership Personal Growth Career Success

New Jersey FFA Association · New Jersey Department of Agriculture Corner of Warren and Market Streets · P.O. Box 330 · Trenton, NJ 08625-0330 1-877-Ag Ed FFA (243-3332) · Fax: (609) 633-2421

April 5, 2013

Dear Chapter Advisor:

It's almost that time of the year again when New Jersey FFA members will converge at Rutgers University, School of Environmental and Biological Sciences for the 84th New Jersey State FFA Convention. This is a joyous occasion to recognize our members for the successes they have acquired throughout this year. Along with the celebration comes a great responsibility of your chapter to the New Jersey FFA Association. In order to maintain your chapter charter, the New Jersey FFA Association requires you to send two representatives to serve as official delegates during the State Convention. Serving as a leadership delegate is an exciting and great leadership opportunity for two members of your FFA chapter. The delegates representing your chapter should be chosen based on their leadership roles as chapter FFA officers.

The delegate process is an important part of the New Jersey FFA State Convention. To ensure that this process is a success, I ask that you please distribute this packet to the two official delegates from your FFA Chapter. Please make sure to discuss the information provided with your FFA chapter members. It is very important that they have an understanding of the material. The business conducted by the 84th New Jersey FFA Convention delegates will impact New Jersey's more than 2,500 members for the next year and years to come.

Serving as a delegate is an honor, and like many honors, is accompanied by great responsibility. Delegates must have strong leadership qualities and enthusiasm. They are your FFA chapter representation and must be dedicated to bringing your chapter's voice to the decision making process. Our association relies on these individuals to continue the success of New Jersey FFA. These members will serve as role models to those in attendance at the state convention.

If you have any questions, please feel free to contact Mrs. Erin Noble, State FFA Specialist, at 877-243-3332. If you have not notified the State Office of the names of your delegates, please do so immediately. The 2012-2013 New Jersey FFA State Officer Team looks forward to seeing your chapter at the 84th New Jersey FFA State Convention as we strive to "Soar to New Heights."

Sincerely,

Ernest C. Arians

2012-13 New Jersey State FFA President

New Jersey FFA Association-"Soar to New Heights."



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Dear 2013 State FFA Convention Delegates:

Congratulations on being chosen as a delegate for the 84th New Jersey State FFA Convention! The role of a delegate is essential to the success of convention. During your time as a delegate, you will be responsible for making decisions that will not only impact your chapter but all of New Jersey's more than 2,500 members from 35 chapters statewide. Your role at convention is to not only contribute to the delegate process but also to showcase your leadership skills and enthusiasm for the FFA. As a delegate you serve as a role model for other members. Whether delegates are dancing on stage at the beginning of sessions, pumping up members with excitement for sessions, or standing and cheering for awesome speakers or FFA members, state convention delegates serve as the heart and soul of the convention with some of the best seats in the house. Your enthusiasm and excitement is what will make this year's convention a success! I ask that you help me show the members how fun and exciting the New Jersey FFA State Convention can truly be.

The materials that are included in this packet will aide in your understanding of the delegate process, so I ask you to review them and discuss them with your advisor. In doing so you will be more informed and better able to make sound decisions at convention. You should also review the rules of parliamentary procedure. This will be crucial to your understanding of what occurs during the business sessions at convention. A summary of the motions has been enclosed for your reference.

Please find the following items in your delegate packet. Bring this material to the delegate meeting on Tuesday, May 21 at 6:00 pm in Hickman Hall, Room 138. See you then!

2012 State Commention Delegate Cheelited

Introductory Poloceto letter
Introductory Delegate letter
Schedule for Delegates
Chapter Committee Assignments
Constitutional amendment for consideration at National Convention
Useful Information for Delegate Business Session
Summary of Motions
Also Bring:
Notebook
Pens and Pencils
FFA Manual
Calendar to mark important dates

Please review the enclosed material carefully. We encourage you to bring discussion to the delegate business meeting during the convention. If you have any questions, contact Mrs. Erin Noble, State FFA Specialist, at 877-243-3332 or myself at ernaria@aol.com. The 2012-2013 New Jersey State FFA Officers look forward to your attendance and participation!

Sincerely,

Ernest C. Arians

2012-13 New Jersey State FFA President

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2013 DELEGATE SCHEDULE

Tuesday, May 21, 2013

Nominating Committee: 1:00 pm - Hickman Hall, Room 118

Delegates arrive: 2:00 pm - Registration – Lippincott Residence Hall

Dinner: 5:00 to 5:45 pm - Neilson Dining Hall

Delegate Orientation: 6:00 pm - Hickman Hall, Room 138

First Session: (Delegates in seats at 7:15 pm)

7:30 pm - Hickman Hall, Room 138 Keynote Speaker: Wyatt DeJong FFA Scholarship Presentations

Wednesday, May 22, 2013

Second Session: (Delegates in seats at 8:15 am)

8:30 am - Hickman Hall, Room 138

Committee Meetings: 10:00 am

• Constitution, Bylaws and POA

Hickman Hall, Room 127, Ernest Arians, State FFA President

• CDE Review and Evaluation

Hickman Hall, Room 129, Kyle Clement, State FFA Reporter

• Membership and Chapter Relations

Hickman Hall, Room 211, Anne Poinsett, State FFA Vice President

• State Leadership Activities

Hickman Hall, Room 114, Lauren Fillebrown, State FFA Parliamentarian

• State Convention Evaluation

Hickman Hall, Room 201, Joseph Goodenough State FFA Sentinel

• State FFA Applications

Hickman Hall, Room 218, Gaspar Hernandez, State FFA Treasurer

Hort Expo Review and Evaluation

Hickman Hall, Room 115, Delaney Gray, State FFA Secretary

Delegate Business

Session*

1:00 pm - Hickman Hall, Room 138

including Committee Reports

Third Session: 2:30 pm - Hickman Hall. Room 138

Convention Event Awards

CDE Awards Ceremony & Talent Review **4:30 pm** – Hickman Hall, Room 138 Career Development Event Awards

Fourth Session: (Delegates in seats at 7:15 pm)

7:30 pm - Hickman Hall, Room 138

Keynote Address: Joenelle Futrell,

National FFA Eastern Region Vice President

NJ FFA Association Annual Report

Honorary Garden State FFA Degree Ceremony

*Delegate Business Session This session will be conducted if needed following the Fourth

Convention Session

Thursday, May 23, 2013

Fifth Session: (Delegates in seats at 8:15 am)

8:30 am - Hickman Hall, Room 138

Chapter Evaluation Awards Distinguished Service Awards

State Proficiency Award Presentations

Garden State Degree Ceremony Nominating Committee Report

Installation of 2013-2014 State FFA Officers

Committee Assignments

<u>Chapter</u>	Region	Delegate #1	Delegate #2
Allentown	Central	С	D
Bankbridge Regional	Southern	Е	G
BCIT- Medford	Central	Е	F
BCIT- Westampton	Central	D	G
BCIT- West Vet	Central	A	F
Belvidere	Northern	A	В
BTHS	Central	Е	F
Buena	Southern	A	C
Camden Pennsauken	Southern	Е	F
Camden Tech East	Southern	A	F
Cape May County Tech	Southern	F	G
Calais School	Northern	A	E
Cumberland Regional	Southern	В	G
Delsea Regional	Southern	Е	G
Essex County VTS Agriscience	Northern	С	G
Freehold	Central	В	D
Hackettstown	Northern	A	F
Middlesex East Brunswick	Central	A	G
Middlesex Piscataway	Central	С	G
Monmouth County	Central	D	G
Newton	Northern	С	F
North Warren	Northern	В	C
Northern Burlington	Central	С	D
Northern Burlington Middle	Central	В	G
Ocean County	Central	A	F
Penns Grove	Southern	С	D
Phillipsburg	Northern	В	E
Salem Co. V.T.	Southern	В	D
Somerset	Central	В	E
South Hunterdon	Central	A	E
South Hunterdon Middle	Central	E	F
Sussex County	Northern	A	В
Union County	Northern	С	D
Warren Hills	Northern	С	D
Woodstown	Southern	В	D

KEY TO COMMITTEES:

- A. Constitution, Bylaws and Program of Activities
- B. Career Development Event Review and Evaluation
- C. State Applications
- D. State Leadership Activities
- E. State Convention Evaluation
- F. Membership and Chapter Relations
- G. Horticultural Exposition Review and Evaluation

2013 Proposed Amendments for the Constitution and By-Laws of the New Jersey FFA Association, Inc.

Constitution: Article IV- Membership, Section D.

CURRENT- "A member who is in good standing at the time of induction into the armed forces of the United States of America shall be in good standing during the period of active service without further payment of dues or attendance at meetings."

Time spent in the armed forces shall not be considered as elapsed time in determining the maximum period of four conventions following graduation from high school or leaving high school. Members making use of this waiver of service time for the purpose of maintaining active membership for application for advanced degrees, must resume active participation within six months after honorable discharge from service, indicating such a desire by payment of dues and attendance of meetings required. Members participating in a six-month's Armed Forces Program should be eligible for one full year of extended membership.

PROPOSED- Replace "further payment of dues" with "being included in the count of students that determines the fee schedule for Program Affiliation fees". Replace "payment of dues" with "being included in the count of students that determines the fee schedule for Program Affiliation fees" so that Article IV, Section D should read:

"A member who is in good standing at the time of induction into the armed forces of the United States of America shall be in good standing during the period of active service without inclusion in the count of students that determines the fee schedule for Program Affiliation fees or attendance at meetings.

Time spent in the armed forces shall not be considered as elapsed time in determining the maximum period of four conventions following graduation from high school or leaving high school. Members making use of this waiver of service time for the purpose of maintaining active membership for application for advanced degrees, must resume active participation within six months after honorable discharge from service, indicating such a desire by **inclusion in the count of students that determines the fee schedule for Program Affiliation fees** and attendance of meetings required. Members participating in a six-month's Armed Forces Program should be eligible for one full year of extended membership."

Constitution: Article IV- Membership, Section E.

CURRENT: "Any student who is regularly enrolled in agricultural education is entitled to become an active member of any chartered FFA chapter. Those students, who are enrolled in agricultural education on a semester basis including block schedules, may be a member if the school where the local chapter is established has an approved program of instruction."

PROPOSED: "Replace "Any student who is regularly enrolled in agricultural education is entitled to become an active member of any chartered FFA chapter" with "All students enrolled in agricultural education are members of their school's chartered FFA chapter through Program Affiliation" so that Article IV, Section E. should read:

All students enrolled in agricultural education are members of their school's chartered FFA chapter through Program Affiliation. Those students, who are enrolled in agricultural education on a semester basis including block schedules, may be a member if the school where the local chapter is established has an approved program of instruction.

Constitution: Article IV- Membership, Section F.

CURRENT: "A member shall be considered active when:

- 1. The member pays yearly dues and behaves in a manner prescribed by the organization and:
- 2. The member attends local chapter meetings while, enrolled in an agricultural education course of the school where the local chapter is established and:
- 3. The member shows an interest in, and takes part in, the affairs of the local chapter."

PROPOSED: Replace "pays yearly dues" with "is included in the count of students that determines the fee schedule for Program Affiliation fees" so that Article IV, Section F. should read: "A member shall be considered active when:

- 1. The member is included in the count of students that determines the fee schedule for Program Affiliation fees and behaves in a manner prescribed by the organization and:
- 2. The member attends local chapter meetings while, enrolled in an agricultural education course of the school where the local chapter is established and:
- 3. The member shows an interest in, and takes part in, the affairs of the local chapter."

Constitution: Article VIII- Dues

CURRENT: Annual membership dues for the coming year in the New Jersey FFA Association, Inc. shall be fixed by a majority vote of the delegates present at the State Convention of NJ FFA Association. Annual membership dues shall include National dues and a National FFA magazine subscription.

PROPOSED: Replace "Dues" with "Program Affiliation". Replace "Annual membership dues for the coming year in the New Jersey FFA Association, Inc. shall be fixed by a majority vote of the delegates present at the State Convention of NJ FFA Association. Annual membership dues shall include National dues and a National FFA magazine subscription." with "Annual membership fees for the coming year in the New Jersey FFA Association, Inc. shall be defined by the Program Affiliation fee structure. The fee schedule for each plan shall be fixed by a majority vote of the delegates present at the State Convention of the New Jersey FFA Association. Program Affiliation fees will cover state and National dues, New Horizons Subscriptions, as well as certain event fees and resources as determined by the plan." so that Article VIII should read:

Article VIII-Program Affiliation

"Annual membership fees for the coming year in the New Jersey FFA Association, Inc. shall be defined by the Program Affiliation fee structure. The fee schedule for each plan shall be fixed by a majority vote of the delegates present at the State Convention of the New Jersey FFA Association. Program Affiliation fees will cover state and National dues, New Horizons Subscriptions, as well as certain event fees and resources as determined by the plan."

By-Laws: Article I, Organization of Local Chapters, Section B.

CURRENT: "The New Jersey FFA Association, Inc. may issue a charter to a local chapter when:

1. An application has been filed in the Office of the State Association and approved by the State FFA Specialist/State Advisor and:

- 2. When a list of names of officers has been filed in the office of the State Association and:
- 3. A copy of the proposed local chapter constitution and bylaws has been filed in the office of the State FFA Association and:
- 4. Current State and National dues have been paid and:
- 5. A program of activities has been written and sent to the State FFA office."

PROPOSED: Replace "Current State and National Dues have been paid and" with "A Program Affiliation contract has been received with payment and a roster has been submitted and" so that Article I. Section B should read:

"The New Jersey FFA Association, Inc. may issue a charter to a local chapter when:

- 1. An application has been filed in the Office of the State Association and approved by the State FFA Specialist/State Advisor and:
- 2. When a list of names of officers has been filed in the office of the State Association and:
- 3. A copy of the proposed local chapter constitution and bylaws has been filed in the office of the State FFA Association and:
- 4. A Program Affiliation contract has been received with payment and a roster has been submitted and:
- 5. A program of activities has been written and sent to the State FFA office.

By-Laws: Article I, Organization of Local Chapters, Section C.

CURRENT: "A chapter to remain chartered with the State Association must submit evidence each year by May 1st that it has met the following minimum qualifications:

- 1. Pay State and National dues by January 31.
- 2. Elect officers and send a list of their names and addresses to the State FFA Association Office by October 1.
- 3. Submit an updated program of activities to the State FFA Association Office by December 1.
- 4. Have sent two delegates to the previous State convention.
- 5. Participate in at least five State/National events:
 - (a) Career Development Events
 - (b) Leadership Training Seminars
 - (c) State and National Chapter Awards

If the above standards are not met by May 1, the State Executive Board may make recommendations to the delegate body at the state convention to remove the chapter's charter or vote to grant a grace period for the chapter to fulfill the requirements. The chapter will be informed that the State Executive Board will be voting on the recommendations concerning the chapter's charter.

To be reinstated, a chapter must meet the requirements of Article I, Section B, for new chapters."

PROPOSED: Replace "Pay State and National dues by January 31." with "Submit a Program Affiliation contract by September 30 and payment by January 31." Add "Complete chapter roster on the Ag Career Network by November 1." so that Article I, Section C. should read:

"A chapter to remain chartered with the State Association must submit evidence each year by May 1st that it has met the following minimum qualifications:

- 1. Submit a Program Affiliation contract by September 30 and its payment by January 31.
- 2. Complete chapter roster on the Ag Career Network by November 1.
- 3. Elect officers and send a list of their names and addresses to the State FFA Association Office by October 1.
- 4. Submit an updated program of activities to the State FFA Association Office by December 1.
- 5. Have sent two delegates to the previous State convention.
- 6. Participate in at least five State/National events:
 - (a) Career Development Events
 - (b) Leadership Training Seminars
 - (c) State and National Chapter Awards

If the above standards are not met by May 1, the State Executive Board may make recommendations to the delegate body at the state convention to remove the chapter's charter or vote to grant a grace period for the chapter to fulfill the requirements. The chapter will be informed that the State Executive Board will be voting on the recommendations concerning the chapter's charter.

To be reinstated, a chapter must meet the requirements of Article I, Section B, for new chapters.

By-Laws: Article V, Dues

CURRENT: "Any chapter failing to submit membership dues for the year shall be deemed ineligible for State and National FFA Activities."

PROPOSED: Replace "Dues" with "Program Affiliation Fees". Replace "membership dues for the vear" with "the annual Program Affiliation contract and fees", so that Article V should read:

Article V. Program Affiliation Fees

Any chapter failing to submit the annual Program Affiliation contract and fees shall be deemed ineligible for State and National FFA Activities.

RATIONALE FOR AMENDMENTS:

To update the terminology from "dues" to "program affiliation fees" throughout the Constitution and By-Laws to reflect the new policies regarding membership fees.

AMENDMENTS FROM NATIONAL FFA

2013 National FFA Constitutional Proposal

Amendment Proposal to the National FFA Constitution & Bylaws

Submitted by: Illinois Association FFA

Current

An amendment to the National FFA Constitution may be adopted by a two-thirds vote of the official delegates at the national FFA convention. An amendment to the Bylaws shall require a majority vote of the official delegates at the National FFA Convention.

Proposed

An amendment to the National FFA Constitution may be adopted by a two-thirds vote of the official delegates and ratification by a majority of the state associations with official delegates at the National FFA Convention. An amendment to the Bylaws shall require a majority vote of the official delegates and ratification by a majority of the state associations with official delegates at the National FFA Convention.

Motion

To amend the vote by which amendments to the Constitution and ByLaws may be amended by inserting "and ratification by a majority of the state associations with official delegates" prior to the words "at the National FFA Convention" in **Article XVII**, **Section B**, of the National FFA Constitution.

Rationale

- ♦ This amendment reinforces the value of each state association's needs, while respecting the value of its members. Under the 2012 National Convention Delegate allocation and the current rules, amendments to the bylaws can be made with only 10 states voting in favor.
- ♦ It is apparent in Public Law 105-225 (formerly PL81-740) and the National FFA Constitution that the rights of the state associations are to be secured. The current process places the control of the National Organization in the hands of a minority and does not preserve the right of all associations to control their own destiny, and effectively silences the voice of 42 of our state associations.
- In respect to constitutional issues, this proposal will set up a model similar to the United States Congress which values the rights of the citizens, but preserves the rights of the states. Regular business items would continue to be treated according to established Parliamentary Law.
- ♦ This amendment reinforces, in addition to the value of each associations' unique needs, the purposes of the organization as indicated by the intent communicated elsewhere in the FFA Constitution in no fewer than three separate places, specifically:

- ♦ Article III, Section A: The National FFA Organization is the organization of, by and for students enrolled in agricultural education programs. **It shall consist of chartered state associations** composed of not less than four chapters chartered by a state association...
- ♦ Article IV, Section A: ... The National FFA Board of Directors shall have the power to suspend the charter of any state association... a report of all suspensions shall be presented by the board to the delegates at the next succeeding national convention. In the event a state association is not in good standing at the time of the opening of a national convention, the delegates in session at that national convention shall have the power, upon recommendation of the National FFA Board of Directors, to withdraw the charter and refuse such association official representation at the annual national convention...
- ♦ Article XII, Section B: ... A quorum shall exist when both the following conditions are met at the time business is conducted: a majority of the official delegates registered at the national convention is present and at least 26 state associations are represented by official delegates...
- Essentially, the constitution clearly states that the organization is composed of state associations as equally as it is composed of individual members; that a policy already exists for restricting or eliminating the ability of those associations to be heard and without specific recommendation from the Board of Directors, each association is to continue to be represented; and that official business cannot be conducted without the majority of state associations being represented. This amendment assures that the intent of the constitution as well as the well-being of the organization are provided for in the event of Constitutional or By-Law amendments, assuring that the change is in the best interest of the majority of associations in addition to the vast majority of members.

Example of Process

- One additional step would be required before a proposed amendment to the Constitution or ByLaws could be adopted.
- ♦ After the delegate vote was taken, a roll call by states would be conducted, with one official delegate selected by the State Association (presumably the State Association President) casting a vote: 1) to adopt the proposal, 2) to reject the proposal or 3) to abstain. A majority of the State Associations with official delegates seated at the National FFA Convention must vote in favor of adopting the proposal in order for it to be enacted. If the majority of the delegates fail to ratify a proposed amendment, the roll call by state would be unnecessary.



The Meaning of "Motion"

The primary purpose of the delegate business session is for the delegates to make decisions. To begin the process of making any decision, a member offers a proposal by "making a motion." A **motion** is a formal proposal by a member, in a meeting, that the group take a certain action.

How a motion gets before a group

How to make a main motion

- 1. Raise your delegate card.
- 2. Be recognized by the chair.
- 3. State your name and chapter.
- 4. State "I move that . . ." or "I move to . . ." and then clearly describe the proposal. It is important to say precisely what the words of the motion are to be. The group votes on exact language, not a vague idea.

How to second a motion

Once a member makes a main motion, it must be seconded to be considered by the group. This shows that at least two members want the motion considered. If there is no second, the motion dies and is not put before the group for discussion.

- 1. Raise your delegate card.
- 2. Be recognized by the chair.
- 3. State your name and chapter.
- 4. State "I second the motion" or "Second"

Some other motions you may hear in the delegate business session Amendments

Amendments are used to modify the wording, and within limits, the meaning of the motion on the floor. Amendments should say exactly where the change is to be made and precisely what words to use. To make this motion, you would state "I move to amend the main motion by . ." and then you would identify what you want to do. This action can include adding words, striking out words or adding and striking out words. An amendment may not change the original intent of the motion. The vote on the amendment *does not* decide whether the motion will be adopted, only whether the wording in the motion will be changed. After an amendment is adopted, the motion as amended can be further debated. If an amendment is adopted, a vote will be taken on the main motion as amended. Only if the motion as amended passes will the group decide to do what was proposed.

Previous Question

The adoption of previous question immediately closes debate and also prevents the making of any amendments. It may be made at any time while a debatable amendment is on the floor. Since it limits a member's rights, the motion for previous question requires a two-thirds vote. It is not debatable. The proper wording to close debate and immediately vote on the motion on the floor is to say, "I move the previous question." If previous question passes, the main motion will get voted on immediately. If previous question fails, discussion may continue on the main motion before voting on it.

Division of the House

When you, as a delegate, reasonably doubt the result of a voice vote, you have the right to demand that the vote be re-taken as a counted vote, by calling division of the house. Immediately following the vote and prior to the next action of the chair, you would call out "Division of the house." No second is needed and once called the chair proceeds to give directions for a counted vote.

Voting

Majority

A **majority vote** is normally required to adopt a motion or to elect office. It is defined as "one more than half of the votes cast by persons legally entitled to vote." The result of a majority vote is decided through a voice vote.

Two-thirds

A two-thirds vote is required in particular circumstances, most notably to suspend the rules or to limit, extend, or close debate. It is defined as "at least two-thirds of the votes cast by persons legally entitled to vote." Whenever a two-thirds vote is required to pass a motion, the chair will take a standing vote.



Summary of Motions

Motion	Second Required	Debatable	Amendable	Vote Required	Reconsider
Privileged Motions					
Fix the Time to Which to Adjourn	Yes	No	Yes	Majority	Yes
Adjourn	Yes	No	No	Majority	No
Recess	Yes	No	Yes	Majority	No
Raise a Question of Privilege	No	No	No	Chair Grants	No
Call for the Orders of the Day	No	No	No	No vote, demand	No
Subsidiary Motions					
Lay on the table	Yes	No	No	Majority	Neg. only (3)
Previous Question	Yes	No	No	2/3	Yes
Limit or Extend Limits of Debate	Yes	No	Yes	2/3	Yes
Postpone to a Certain Time (or Definitely	Yes	Yes	Yes	Majority	Yes
Commit or Refer	Yes	Yes	Yes	Majority	Yes
Amend	Yes	Yes (1)	Yes	Majority	Yes
Postpone Indefinitely	Yes	Yes	No	Majority	Affirm. Only
Main Motion	Yes	Yes	Yes	Majority	Yes
Incidental Motions					
Appeal	Yes	Yes (1)	No	Majority	Yes
Division of the Assembly	No	No	No	No vote, demand	No
Division of a Question	Yes	No	Yes	Majority	No
Objection to the Consideration of a Ques	tion No	No	No	2/3	Neg. only
Parliamentary Inquiry	No	No	No	Chair answers	No
Point of order	No	No	No	Normally no vote Chair rules	No
Suspend the Rules	Yes	No	No	(2)	No
Withdraw a Motion	No (3)	No	No	Majority (3)	Neg. Only
Motions That Bring a Question Again Be	fore the Assembly				
Reconsider (4)	Yes	Yes (1)	No	Majority	No
Rescind (4)	Yes	Yes	Yes	Majority with notice, 2/3, or majority of membership (3)	Neg. Only
Take from the Table (4)	Yes	No	No	Majority	No
• /				, ,	

⁽¹⁾ If applied to a debatable motion

The parliamentary procedure career development event committee developed information on the chart by using Robert's Rules of Order. For more information on parliamentary procedure, see the FFA Student Handbook, which contains a complete chapter on the subject. Even more detail on the subject is available in parliamentary procedure books such as Robert's Rules of Order.

⁽²⁾ Rules of Order - 2/3 vote, standing rules - majority vote

⁽³⁾ Refer to Robert's Rules of Order Newly Revised (10th edition) for rule(s)

⁽⁴⁾ Refer to CDE rule #9 before using these motions in the demonstration